

Application for Direct Deposit (State Form 47144) Instructions

These are the instructions for completing the [Application for Direct Deposit \(State Form 47144\)](#).

- Your Social Security number is required to process this form. If you are a survivor entitled to receive the original member's benefit, enter **your** Social Security number.
- If the deposit is going into a joint account, all names that appear on the account must be completed in the ACCOUNT INFORMATION section.
- The form must be signed by the payee or the payee's duly authorized and appointed power of attorney or guardian/conservator. If this form is signed by the power of attorney or guardian, a copy of supporting documents must accompany this application.
- The form must be received by the Indiana State Teachers' Retirement Fund (TRF) no later than the 10th of the month for your direct deposit to begin on the 1st of the following month.
- If you downloaded the form, mail the form to the address indicated on the form.
- If the form was mailed to you, return it to the address indicated in the instructions received with the form.

Annually, you will receive an electronic funds transfer receipt, also known as a direct deposit payment advice, via U.S. Mail.

A direct deposit may be implemented or changed through TRF Interactive available on the TRF Web site located at www.trf.in.gov.

If you have questions about completing this form contact Customer Service, Toll-free at (888) 286-3544.

The diagram illustrates a check form with the following fields and annotations:

- Do not use check number**: A label with an arrow pointing to the check number field.
- DATE**: A field for the date.
- PAY TO THE ORDER OF**: A field for the payee's name.
- \$**: A field for the dollar amount.
- DOLLARS**: A field for the dollar amount in words.
- Routing number**: A label with an arrow pointing to the routing number field.
- Account number**: A label with an arrow pointing to the account number field.
- MEMO**: A field for the memo.
- 1025**: A check number in a green box, with an arrow pointing to it from the "Do not use check number" label.
- 0000000000**: A routing number in a red box.
- 0000000000**: An account number in a red box.
- 1025**: A check number in a green box at the bottom right.